

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Meeting on Wednesday, February 15, 2012 was called to order at 7:02 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark**
 Chris Colbert
 William Gilbert
 Bruce Miller
 Scott Tracy
 Patricia Griffin

Absent : **Kirk Martin**

Staff: **Karen Ramsdell**, Airport Director
 Hazel Johns, Assistant Airport Director
 Tracy Lincoln, Airport Operations Manager
 Rebecca Fribley, Sr. Property Management Specialist
 Mabel Shatavsky, Airport Commission Secretary

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That the Lease Review Subcommittee met on Thursday, February 2, 2012 at 11:00 am, in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That the Budget Subcommittee met on Friday, February 10, 2012 at 11:00 am, in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That on Friday, February 10, 2012 at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented.

MINUTES

5. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, January 18, 2012.

ACTION: Motion/Second for approval of the minutes by Commissioners Miller/Griffin. Unanimous voice vote (Absent: Commissioner Martin).

CONSENT CALENDAR

LEASE AGREEMENTS - New Tenants

6. SUBJECT: LEASE AGREEMENT – MARK CRANE TREE & ARBORIST SERVICES

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Mark Crane Tree & Arborist Services, a Sole Proprietorship, for 5,159 square feet of land, at 115 Frederick Lopez Road, at the Santa Barbara Airport, effective February 1, 2012, for a monthly rental of \$774.

Approved the recommendation; Agreement No. 201203

7. SUBJECT: LEASE AGREEMENT – THE BERRY MAN, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with The Berry Man, Inc., a California Corporation, for 3,984 square feet of land, at 90-A Frederick Lopez Road, at the Santa Barbara Airport, effective March 1, 2012, for a monthly rental of \$584.

Approved the recommendation; Agreement No. 201204

8. SUBJECT: JANUARY PROPERTY MANAGEMENT REPORTS

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Griffin/Miller. Unanimous voice vote (Absent: Commissioner Martin).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ACTION: Presented.

ADMINISTRATIVE REPORTS

9. SUBJECT: AIRLINE TERMINAL NAMING REQUEST

RECOMMENDATION: That Airport Commission:

- A) Receive and consider a request from Edward Hartfeld to name the new airline terminal for Dwight Murphy; and
- B) Receive and consider a request from Mack Staton to name the new airline terminal for John T. Rickard; and
- C) Make a recommendation for action by City Council regarding the necessity or desirability of naming the facility, and the proposed name and any alternatives in accordance with the policies and guidelines of Municipal Code Chapter 22.48.

Speakers:

Erin Graffy de Garcia; Anthony Guntermann; Ed Hartfeld; Bill Redding; and Mack Staton. The video recording of comments is available on the City of Santa Barbara's web site <http://www.santabarbaraca.gov/>. Recordings are available for 6-months.

ACTION: Airport Commission recommends to City Council that there is not a necessity to name the Terminal; however if City Council has a desire to name the Terminal, a process should be established to consider the names currently submitted as well as names of other individuals whose contributions to the community are consistent with the criteria outlined in Municipal Code Chapter 22.48 by Commissioners Miller/Gilbert. Unanimous voice vote (Absent: Commissioner Martin).

Recess was taken from 8:22 pm – 8:30 pm

10. SUBJECT: FISCAL YEAR 2012 MID-YEAR FINANCIAL REPORT

RECOMMEDNATION: That Airport Commission receive a report on the Airport Department's Fiscal Year 2012 Mid-Year Financials – Assistant Airport Director Hazel Johns.

ACTION: Presented.

11. SUBJECT: GROUND TRANSPORTATION PROGRAM

RECOMMENDATION: That Airport Commission receive an oral presentation on the Ground Transportation Program – Airport Operations Manager Tracy Lincoln.

ACTION: Presented.

DIRECTOR'S REPORT

13. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Master Plan RFQ
 4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

ACTION: Presented.

The following agenda item was inadvertently omitted from consideration and will be resubmitted on the Commission's April Agenda:

SUBCOMMITTEE REPORT

12. SUBJECT: LEASE REVIEW SUBCOMMITTEE

RECOMMENDATION: That Airport Commission receive an oral report on the Lease Review Subcommittee meeting held on Thursday, February 2, 2012.

ADJOURNMENT

Chair Clark adjourned the meeting at 9:07 p.m.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Recording Secretary